

UTILITIES SERVICE BOARD MEETING
October 6, 2003

UTILITIES SERVICE BOARD MEETINGS ARE RECORDED ELECTRONICALLY OR STENOGRAPHICALLY AND ARE AVAILABLE DURING REGULAR BUSINESS HOURS IN THE OFFICE OF THE DIRECTOR OF UTILITIES.

Board President Swafford called the regular meeting of the Utilities Service Board to order at 5:00 p.m.

Board members present: Tom Swafford, Sam Vaught, Patrick Murphy, Dick Eherenman, and ex-officio member Tim Mayer. Staff members present: Mike Phillips, Mike Bengtson, John Langley, Margaret Dalle-Ave, Jonathan Heald, Julie Martindale, Laurel Pierrard, Chris Burleson, John Trotter, Steve Drake, Ted Flynn, Steve Saulter, Mike Hicks, Tom Staley, and Nathan Schulte. Also present: Chris Gale and Jim Hurst representing HNTB, Hank Hewetson and Mark Menefee representing Indiana University, and Gary Kent.

ROLL CALL:

4 members present.

MINUTES:

EHERENMAN MOVED AND MURPHY SECONDED THE MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 22, 2003, UTILITIES SERVICE BOARD MEETING AS PRESENTED. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHMAN, HENKE, AND WHITE).

CLAIMS:

VAUGHT MOVED AND EHERENMAN SECONDED THE MOTION TO APPROVE THE CLAIMS AS FOLLOWS:

CLAIMS 0391533 THROUGH 0391599 INCLUDING \$112,659.06 FROM THE WATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$112,659.06 FROM THE WATER UTILITY; CLAIMS 0330980 THROUGH 0331032 INCLUDING \$242,128.65 FROM THE WASTEWATER OPERATIONS & MAINTENANCE FUND AND \$13,654.58 FROM THE WASTEWATER CONSTRUCTION FUND FOR A TOTAL OF \$255,783.23 FROM THE FROM THE WASTEWATER UTILITY; AND CLAIMS 0370072 AND 0370074 INCLUDING \$11,071.03 FROM THE WASTEWATER/STORMWATER FUND FOR A TOTAL OF \$11,071.03 FROM THE WASTEWATER/STORMWATER UTILITY. TOTAL SCLAIMS APPROVED - \$379,513.32. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHMAN, HENKE, AND WHITE).

The following item was presented at this spot in the agenda due to the unavailability of Assistant Engineer Heald.

UPDATE ON MONROE COUNTY FAIR BOOTH:

Purchasing Buyer Burleson presented an update on the City of Bloomington Utilities Department Monroe County Fair Booth and the Taste of Bloomington Booth. Both booths were very well received. Various items including bottles, coolies, pens, pencils, magnets, leak detection kits, story books, and coloring books were given to persons visiting the booths. Ms. Burleson stated she feels both booths should be set up again in 2004.

Board member Ehman arrived at the meeting at this time.

CBU STORMWATER CREDIT MANUAL:

Assistant Engineer Heald presented Board members with a copy of the stormwater credit manual. (A copy of this booklet is attached to the minutes.) Mr. Heald briefly explained the manual and asked Board members for their approval of the document at this time. After considerable questions and discussion, Board members postponed action on the approval of this document until the October 20, 2003, USB meeting. This will allow Board members to do more review of the document. Board members were advised to contact Assistant Engineer Heald with any questions.

UPDATE ON CELLULAR PHONE PROGRAMS:

Purchasing Buyer Pierrard presented Board members with a spreadsheet showing the different types of cellular phone programs used at the Utilities Department. (A copy of the spreadsheet is attached to the minutes.) A new program has recently been entered into with Cingular One.

CONFLICT OF INTEREST DISCLOSURE STATEMENT – SARAH SCHWARTZEL:

This item was removed from the agenda per the instructions of the City of Bloomington Legal Department.

THIRD AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES – HNTB – MONROE WATER TREATMENT PLANT LOW SERVICE PUMP STATION UPGRADE – HNTB:

EHMAN MOVED AND EHERENMAN SECONDED THE MOTION TO APPROVE THE
THIRD AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES – HNTB –
MONROE WATER TREATMENT PLANT LOW SERVICE PUMP STATION UPGRADE –
HNTB. MOTION CARRIED. 5 AYES. 2 MEMBERS ABSENT (HENKE AND WHITE).

SECOND AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES – DILLMAN ROAD WASTEWATER TREATMENT PLANT HEADWORKS PUMP STATION UPGRADE – HNTB:

EHRENMAN MOVED AND EHMAN SECONDED THE MOTION TO APPROVE THE SECOND AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES – DILLMAN ROAD WASTEWATER TREATMENT PLANT HEADWORKS PUMP STATION UPGRADE – HNTB. MOTION CARRIED. 5 AYES. 2 MEMBERS ABSENT (HENKE AND WHITE).

FUNDING REQUESTS:

W03-2705 – Airport Road Waterline to Van Buren Twp. Water. Estimated cost - \$75,000.00.

EHRENMAN MOVED AND VAUGHT SECONDED THE MOTION TO APPROVE FUNDING REQUEST W03-2705. MOTION CARRIED. 5 AYES. 2 MEMBERS ABSENT (HENKE AND WHITE).

S03-4713 – Rehabilitation of Dillman Road Sludge Drying Bed #10. Estimated cost - \$40,000.00.

At the request of Assistant Director Langley, this funding request was removed from the agenda and will be discussed at the October 20, 2003, meeting.

OLD BUSINESS:

No old business was presented.

NEW BUSINESS:

No new business was presented.

SUBCOMMITTEE REPORTS:

Board President Swafford announced that the Administrative Subcommittee will meet on October 7, 2003, at 1:00 p.m., and that the Ad Hoc Subcommittee will meet on October 14, 2003, at 4:00 p.m.

STAFF REPORTS:

Mike Bengtson –

Assistant Director Bengtson announced that he is working on the preparation of a report on flow meters. This report will be presented at a meeting in the near future.

Steve Saulter –

Managerial Accountant Steve Saulter presented Board members with copies of the financial statements for each utility for August 2003. (A copy of each statement is attached to the minutes.)

PETITIONS AND COMMUNICATIONS:

Mike Phillips –

Utilities Director Phillips reported that the City of Bloomington Common Council approved both the Utilities Department budget for 2004 and the rate adjustment ordinance. Mr. Phillips thanked all those who presented the budget to the Council in his absence.

Tom Swafford –

Board President Swafford stated that he was at the Council meeting and that members of the Council had concerns about the rate adjustments but did approve the ordinance. Mr. Swafford stated that he feels it is better to ask for small adjustments rather than to wait several years and ask for large adjustments.

Utilities Director Phillips stated that the Utilities Department does not like to raise rates but that it was necessary at this time.

ADJOURNMENT:

The meeting was adjourned at 6:03 p.m.

Jeffrey Ehman, Vice President